

ROUTING AND TRANSMITTAL SLIP

27 NOV 1985

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. EXO/DDA	<i>281</i>	<i>27 N 1641</i>
2. ADDA	<i>281</i>	
3. DDA		<i>27 NOV 1985</i>
4.		
5.		

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

cc: Each DA Office Director
DA/Plans
DA/MS
DA/CMS

done 12/18/85

Harry: I understand the Agency is between 95+100% of its goal. Should we send a copy to each DD and independent office head or send it to D/OP for appropriate action?

DO NOT use this form as a RECORD of approvals, concurrences, dispositions, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
	Phone No.

5041-102

* U.S.G.P.O.: 1983-621-529/320

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

EXECUTIVE SECRETARIAT
ROUTING SLIP

TO:	ACTION	INFO	DATE	INITIAL
1 DCI		X		
2 DDCI		X		
3 EXDIR		X		
4 D/ICS		X		
5 DDI		X		
6 DDA	X			
7 DDO		X		
8 DDS&T		X		
9 Chm/NIC		X		
10 GC		X		
11 IG		X		
12 Compt		X		
13 D/OLL		X		
14 D/PAO		X		
15 D/PERS		X		
16 VC/NIC		X		
17				
18				
19				
20				
21				
22				

SUSPENSE

Date

Remarks

Executive Secretary
27 Nov 85

Date

3637 (10-81)

DDA SUBJECT FILE COPY

85- 2344/9

THE WHITE HOUSE
WASHINGTON

DD/A Registry
85-2520/15

November 25, 1985

Dear Mr. Casey:

Secretary Dole, the Chairman of the Combined Federal Campaign, has given me her interim report on this year's drive. Although it is encouraging, time is running out and one-third of our goal is yet to be met.

I am once again asking for your goodwill in this year's CFC effort. Your personal involvement is critical. Please make sure every employee has the opportunity to "give somebody a chance."

I am optimistic! At this time of Thanksgiving it would warm my heart to learn that we've not only met our goal of \$20.5 million, but surpassed it. I'm counting on you.

Sincerely,

Ronald Reagan

The Honorable William J. Casey
Director of Central Intelligence
Washington, D.C. 20505

Exo
To each DD
& Independent
off. Ad. Also,
to each of our
office directors.
Should we en-
large & place on
bulletin Boards? z



ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Combined Federal Campaign

FROM:

Executive Officer to the DDA

EXTENSION

NO.

DATE

2 December 1985

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. D/Communications

For Your Information

2. D/Finance
616 Key Bldg.

3. D/Information Services
1105 Ames Bldg.

4. D/Information Technology
2D0105 Hqs Bldg.

5. D/Logistics

6. D/Medical Services
1D4040 Hqs Bldg.

7. D/Security

8. D/Training and Education
936 CoC Bldg.

D/Personnel received c/ separate

9.

10. DDA/Plans Staff

11. DDA/Management Staff

12. DDA/Career Management Staff

13.

14.

15.